Note: This is an example of an abbreviated checklist, which DCYF uses to inspect licensed school-age child care program. This example checklist does not include any changes made to the form after July 16, 2018.

/ 0-0 / W	Vashington State Department o								
CHILDREN, YOUTH & FAMILIES					INSPECTION TYPE				
School Age Abbreviated Checklist					VISIT DATE				
		I. PRO	VIDER INFOR	MATION					
PROVIDER	RNAME			PROVIDER ID ISSUE DATE			\TE		
DOING BU	JSINESS AS			ANNIVERSARY DATE EXPIRATION			ON DATE		
FACILITY 1	TVDE	TELEPHONE	NILIMADED	ENAMI AI	EMAIL ADDRESS				
FACILITY	IIFL	TELEPHONE	NOWIDER	EIVIAIL AI	DDNE33				
FACILITY A	ADDRESS	·	CITY			STATE	ZIP CODE		
PRIMARY	CONTACT PERSON				CAPACITY	LICE	ENSING TYPE		
LICENSE S	TATUS	REFERRAL STAT	115		AGE RANGE				
LICLINGE 3	TATOS	KEI EKKAE STAT	03		From:	т	То:		
		II W	ORKER ASSIGN	IMFNT	110111.	<u>'</u>	<u> </u>		
LICENSOR		EMAIL ADDR		AIAILIAI	TELEPHONE NUMBER				
LICLINSON		LIVIAIL ADDIN	NL33	33 TELEPHONE NOWIBER					
LICENSING	G SUPERVISOR	EMAIL ADDR	RESS	TELEPHONE NUMBER					
		III III	DURS OF OPERATION						
DAVS OF (OPERATION	ш. п		RS OF OPER	ATION				
Mon	Tue Wed Thu	Fri Sat	Sun		rough	n m			
IVIOII		JFII Sat	Juli	a.m. th	Tough	p.m.			
	Indicators								
	= Compliance D = Discussed	N = Non Complia	nce NA = Not	Applicable				1	
Section	Requirement							Code	
5725	Groups				d licensed spa		n group		
			Group size must not exceed 30 children						
			Qualified staff must supervise each group Total number of children does not exceed capacity of the						
			space						
5750	Supervising children		Provide required staffing levels, staff to child ratios, and						
			supervision for the number of children in attendance						
			Program staff must be aware of what children are doing,						
				<u> </u>	mptly assist o				
			Electronic communication or surveillance device must not						
			replace direc	•					
		Program staff must be within sight or hearing of the children					1		
6050	Guidance and discipline		Guidance and discipline must be consistent, fair and positive						
			Only the licensee or trained staff may discipline a child						
	Must ha				t have a written guidance and discipline policy				

2. Fire and Emergency Preparedness								
Codes: C = Compliance D = Discussed N = Non Compliance NA = Not Applicable								
Section	Requirement							
2875	Fire, disaster training for staff and	Training is provided and documentation is on file						
	volunteers		1					

3. Health							
Codes: C = Compliance D = Discussed N = Non Compliance NA = Not Applicable							
Section	Requirement						
3325	Medication storage All medications are stored correctly						
3375	Medication permission	Medication permissions and required documentation are on file					
3625	Handwashing procedure	Staff must follow and teach children proper handwashing procedures					
4075	First-aid kit	First aid kit in licensed space, on off-site trips & in vehicle when transporting children					
		First aid kits are complete					
4100	Poisons, chemicals and other substances	Stored inaccessible to the children					
		Material safety data sheet is kept on site					
3925	Cleaning, sanitizing and disinfecting licensed space	Equipment & environment cleaned, sanitized or disinfected as required					

4. Indoor								
Codes: C = Compliance D = Discussed N = Non Compliance NA = Not Applicable								
Code								
orking								
pplicable								

5. Outdoor								
Codes: C = Compliance D = Discussed N = Non Compliance NA = Not Applicable								
Section	Requirement							
5000	Play equipment	Play equipment is developmentally appropriate, in safe condition and inspected at least weekly for hazards; unsafe equipment is repaired immediately or made inaccessible until repaired – if applicable						
5125	Outdoor areas and daily physical activities	Area promotes a variety of age and developmentally appropriate active play for the children – if applicable At least 20 minutes for every 3 hrs. unless conditions pose a health and safety risk to the children						

6. Nurture and Guidance								
Codes: C	Codes: C = Compliance D = Discussed N = Non Compliance NA = Not Applicable							
Section	Requirement Code							
6275	Abuse and neglectProtection and training	Program staff must report suspected or actual abuse or neglect and must be trained on mandatory reporting requirements as defined in RCW 26.44.020; and RCW 26.44.030						

7. Program							
Codes: C	Codes: C = Compliance D = Discussed N = Non Compliance NA = Not Applicable						
Section	on Requirement Cod						
6575	Activities to promote child growth and	Must provide daily activities that support each child's					
	development	developmental stage					

8. Staff re	ecords											
		DEL	Program	Backgroun		HIV/	BBP	CPR	First aid	Food		ARS
		Orientation	Orientation	Check	Test	AIDS	training			worker's card	Tra Basic	ining 10
												Hrs
Section		1125	5800	1200	1750	1	L850	1825	1825	7675	1775	1800
Staff Name						Data Susiand	Data Funitard	Data Francisco				
								Date Expired	Date Expired	Date Expired		
								Date Expired	Date Expired	Date Expired		
								Date Expired	Date Expired	Date Expired		
								Date Expired	Date Expired	Date Expired		
								Date Expired	Date Expired	Date Expired		
								Date Expired	Date Expired	Date Expired		
								Date Expired	Date Expired	Date Expired		
								Date Expired	Date Expired	Date Expired		
9. Staff Q	ualifica	tions										
Codes: C	= Comp	liance D = [Discussed N	l = Non Co	mpliance	NA = No	ot Applica	able				
Section	Requi	rement										Code
1710	Progr	Program Director Meets requirements and qualifications										
1715	Site C	ite Coordinator Meets requirements and qualifications										
1720	Lead .	Lead Teachers Meet requirements and qualifications										
1730		gram assistants Meet requirements and qualifications										
1735	Volun				Meet requirements and qualifications							
	1								-			
10. Childr	ren's Re	Enrollmen	t Immuni	izations or	Health	Po	rsons	Emergency	Parent/	Medical		Dental
		application		mption	history	autho	orized to up child	contact	guardian information	provider o	r pro	ovider or tten plan
Section	on	2050	325	0-3300	2050		050	2050	2050	2050		2050
Child Nu	mber											
Child	#1		i			[
Child	#2					[
Child	#3					[
Child	#4					[
Child	#5					[
Child	#6											
11. Reco												
		liance D = [Discussed N	l = Non Co	mpliance	NA = No	ot Applica	able				1
Section	Requirement										Code	
2050	· ·											
2000	I	dkeepingR				-			nimum of 5	years and cur	rent	
ļ		e departmen			records ke _l							
2025		recordsCo	nfidentiality					tained in a	confidential	manner		
2075	•											
2125	Child attendance recordsStaff to child ratio records Daily attendance records kept for each child with required signature											

12. Summary, Comments and Recommendations:	
13. Signatures:	
Compliance Agreement: Yes No	Date:
Licensee Signature:	Date:
Licensor Signature:	Date:
Health Specialist Signature:	Date:
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